

**TOWN OF SHEFFIELD
PLANNING BOARD
WEDNESDAY, FEBRUARY 12, 2020
FIRST FLOOR MEETING ROOM
7:00 PM**

Board Members Present: James T. Collingwood Jr., Chairman
Kenneth Smith, Vice Chairman
George Oleen
Dale Martin
Caitlin Marsden McNeill

Others Present: Renee LeClair, Planning Board Clerk
Members of the Public (see sign in sheet)

Chairman Collingwood called the public hearing/meeting to order at 7:04 p.m.

Discussion on proposed addendum to the special permit application: Chairman Collingwood opened the discussion asking K. Smith his opinion on Town Counsels response to their proposed draft. A discussion ensued. **G. Oleen moved to shorten and step two of our proposal to add this to the existing special permit application, seconded from K. Smith. The motion passed 5-0.**

K. Smith stated that he would work on the language of the bullet point and send it to the clerk to add to the special permit application for the next meeting.

G. Oleen moved to close the public meeting, seconded from D. Martin. The motion passed 5-0.

Continued Public Hearing: Special Permit application of R&R Ventures LLC, for property located at 700 S. Main St., Sheffield, for a Marijuana Micro-Business, per Section 3.1.3.H. Adult Use Marijuana Establishment of the Sheffield Zoning by-Laws. The property is in the Commercial District, Tax Map No. 20, Block 2 & Lot 17, Book 363 & Page 492.

K. Smith moved to re- open the public hearing of R&R Ventures, seconded from Chairman Collingwood. The motion passed 5-0.

Chairman Collingwood handed the floor to K. Smith to review the application. K. Smith began by reviewing the documents item by item to ensure that the Board is in receipt of each required item. A discussion ensued.

Mr. Theodore Fuchs interjected at the point when the Board began to discuss the ventilation system for the facility. Mr. Fuchs gave a summary of the letter he submitted to the Board for review yesterday. A discussion ensued regarding the odor control plan.

While reviewing the application K. Smith recommended the following adjustments to the applicant's application. In the management plan regarding transportation and delivery, K. Smith recommended that the applicant remove section 14 of page 2, the applicant agreed to remove the statement, "there will not be delivery of marijuana or marijuana products to the site as we will be cultivating our own."

A discussion ensued regarding waste disposal. K. Smith stated that they will need to remove the Town Transfer Station from their application and hire a private hauler.

K. Smith asked the applicants to contact the Board of Health when creating the design of the kitchen to ensure compliance. The applicants agreed to do this.

K. Smith discussed the section on chemicals and spills. He asked what you see as your most hazardous chemical. The applicants responded that there is a plant acid based natural fertilizer. K. Smith asked the applicants to clarify what a large and a small spill is in the application. A discussion ensued regarding spills.

K. Smith discussed the smoking policy and asked that they take another look at that section in order to make their smoking policy consistent in all areas.

A discussion ensued regarding waste water. K. Smith asked that they create a plan for disposal of their grow water. A discussion ensued. The applicant agreed to work on this.

K. Smith discussed the air condensers for cooling and asked the applicants be aware of the neighbors. He suggested that they create any kind of sound deadening on those condensers. A discussion ensued. The applicants agreed to create this noise addendum.

K. Smith asked if the applicants will be putting in a generator in case of a power outage. The applicants are planning to have a generator. K. Smith reminded the applicants to consider the neighbors in its placement.

Chairman Collingwood suggested that at this point he is recommending that the Board find a consultant to go through the application on the Boards behalf. A discussion ensued. **G. Oleen moved to find a consultant to review the application on the Boards behalf, seconded from C. Marsden McNeill. The motion passed 5-0.**

A discussion ensued regarding procedure. C. Marsden McNeill will do research on the consultants and send her findings to the clerk by the end of the week in order to get the process started as soon as possible.

K. Smith moved to allow the Chairman to move forward with the consultant once we have the information, seconded from C. Marsden McNeill. The motion passed 5-0.

G. Oleen moved to continue the public hearing to March 11, 2020, seconded from K. Smith. The roll call vote was as follows:

Chairman Collingwood - Aye

K. Smith - Aye

G. Oleen - Aye

D. Martin - Aye

C. Marsden McNeill - Aye

G. Oleen moved to open the public meeting, seconded from D. Martin. The motion passed 5-0.

Approval of Minutes: The Board reviewed the draft meeting minutes of January 8, 2020. **G. Oleen motioned, with a second from C. Marsden McNeill to approve the January 8, 2020 minutes as written. The motion passed 5-0.**

Board Member Items: Chairman Collingwood reviewed the letter written by the clerk on behalf of the Board in support of the FY20 Dalton regional CDBG grant application, to develop a joint housing rehabilitation program in the Towns of Dalton, Sheffield, Stockbridge and Becket, MA, and to provide ADA planning services for Dalton, Becket and Stockbridge. **K. Smith motioned, with a second from G. Oleen to accept the letter as written. The motion passed 5-0.**

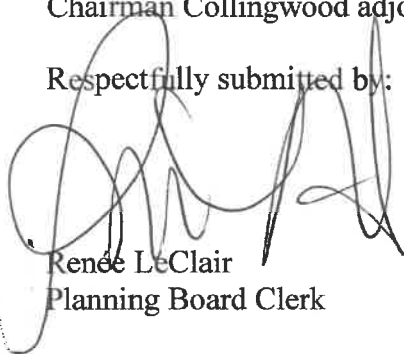
Chairman Collingwood signed the letter.

G. Oleen asked what the requested special meeting with the Selectboard was about. A discussion ensued.

There being no more business for the Board this evening. **G. Oleen motioned, with a second from C. Marsden McNeill to adjourn the meeting. The motion passed 5-0.**

Chairman Collingwood adjourned the meeting at 8:25 p.m.

Respectfully submitted by:



Renée LeClair
Planning Board Clerk

Documents reviewed at the meeting:

Draft 1/8/2020 meeting minutes

Special Permit application of R&R Ventures LLC

Special Permit application addendum

Memo from Administrator LaBombard regarding mileage reimbursement.

Sheffield Planning Board

Date: February 12, 2020

PLEASE PRINT: Your Name

Street, Town

1. Robert Cohen Court Rd. Sheffield
2. William Stanton Summer Street Lee
3. MR & MRS. T. J. FOCHS SHEFFIELD (ROUTE 3) MA.
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